

Virginia Wireless E-911 Services Board

Project Management Monthly Activity Report

Vendor: L. Robert Kimball & Associates, Inc.
 Region/Locality: Northern Neck / Middle Peninsula
 Period: 26 October - 29 November 02

Activity Report					
Task	Locality	% Complete	Total Hours	Hours this period	Comments
Active Tasks					
1 PSAP / CPE Assessment	Region	80%	412	70	See attached comment sheet for all tasks.
2 LEC / WSP Contact & Coordination	Region	55%	150.79	54.34	
3 Phase 1 Request Letters	Region	35%	63.5	8	
4 Cost Recovery Submission	Region	50%	50	0	
5 Review Service Agreements & NDA	Region	25%	25	2	
6 Trunk Sizing & Ordering	Region	60%	72	0	
7 PSAP Strategic Planning / Stakeholder Coordination	Region	40%	161	64.75	
8 Cell Sector Routing	Region	20%	48	19	
9 Wireless Trunks / CPE Installation Oversight	Region	20%	46	29	
10 Coordinate Phase 1 Service Implementation	Region	10%	43	31	
11 Project Status Reports to PSAPs	Region	35%	132	27	
12 Project Status Reports to Wireless Board	Region	40%	103.75	2	
13 Coordinate Phase 1 Call Processing Training	Region	15%	33	25	
14 Coordinate Phase 1 Testing / Cutover	Region	10%	44	35	
15 True-Up Preparation Assistance	Region	50%	89.25	0	
			1473.29	367.09	
Completed Tasks					
			0	0	

Issues of Importance		
Issue	Actions Proposed to Resolve Issue	Comments
Resolving operational procedures for "all busy" scenario on wireless trunks. Issue must be addressed at: (1) WSP trunks to Selective Router, and (2) trunks from SR to PSAP.	PSAPs have multiple options, including: (1) Fast Busy, (2) Forward to 7-digit line, (3) Forward to recording.	Working w/PSAPs and Service Providers to clarify the issue and arrive at workable procedures for each PSAP (ongoing).

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Call counting software (Magic) storing pANI for wireless calls, but not CPN.	Vendor investigating options to resolve.	Reviewing options with PSAP; evaluating significance (i.e., PSAP may have CPN in another system, eliminating issue) Ongoing discussion with vendor.

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Comments For Specific Activities

1 PSAP / CPE Assessments

- Worked with West Point on CPE in preparation for Phase I testing
- Worked with Richmond County investigating upgrade options for Comdial CPE
- Updated assessments database for PSAPs ready for Phase I
- Working meetings with 6 PSAP to review information

2 LEC/WSP Liaison

- Continued regular conference calls with WSPs and LEC to review status and issues of Phase I Implementation
- Continued the process to coordinate Phase I testing between the PSAPs and the WSPs
- Worked with equipment vendors and WSPs to resolve issues on display of information at the PSAP

3 Phase I Request Letters

- All Phase I request letters, except for Gloucester County, are now on file.
- Request letters will be mailed when PSAPs are ready for Phase I (wireless trunks on order)

4 Cost Recovery Submission

- No activity to report this period

5 Review Service Agreements & NDA

- Continued coordination with WSPs to coordinate release of cell sector / coverage information

6 Trunk Sizing & Ordering

- Working with Middlesex County to get price from Verizon on cost of wireless trunks so purchase order can be issued.
- Anticipate ordering trunks for Richmond County soon (pending resolution of CPE issue noted in Task 1.)

7 PSAP Planning

- Continued PSAP status updates in implementation plans
- Prepared PSAP Plans for Northumberland County and West Point (attached)
- Continuing draft plans for the other PSAPs
- Contacted Motorola about Centralink CPE at West Point; reviewed readiness for Phase I & II. (Centralink issue has been noted in separate correspondence to the Wireless Board.)
- Working with West Point to get firm pricing on IMR call counting application from local Motorola shop.

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8 Cell Sector Routing

- Continued work with PSAPs to confirm call-routing, cell site locations
- Relay confirmation to WSPs and their third-party contractors
- Continued updates to master site map. Intent: to centralize tower information for the region, to coordinate stakeholder actions (cell sector / default routing). Current information is haphazard and scattered. Development expected to require approximately 3-4 hrs. per PSAP.

9 Trunks / CPE Installation Oversight

- Middlesex trunk questions resolved; purchase order to be place pending price quote.
- Received network diagram; reviewing route diversity with PSAP / LEC
- Continued follow-up for trunk order in Gloucester County; trunks anticipated to be installed on 3 Jan 03.

10 Coordinate Phase 1 Service Implementation

- Monitored Phase I testing for Verizon wireless in West Point
- Test scheduling follow-up for Verizon Wireless in Westmoreland, West Point; all WSPs in other counties.

11 Project Status Reports to PSAPs

- Held regional meeting in Warsaw (Minutes / Exhibits attached)
- Continued review of PSAP status as part of plan updates in Task 7
- Working meetings with 6 PSAP to review information
- Distributed updates / reports for PSAP review

12 Project Status Reports to Wireless Board

- Collected information and prepared monthly status report for Board

13 Coordinate Phase 1 Call Processing Training

- Standardized testing guidelines have been given to the WSPs and the PSAPs to ensure that presentation of information to PSAPs is consistent

13 Coordinate Phase 1 Testing / Cutover

- Worked with PSAPs to ensure that CPE / trunks are ready to receive Phase I information from the LEC

14 True-Up Preparation Assistance

- No activity to report for this period

15 Funding/True-Up Assistance

- No activity to report for this period